

## **Community Bulletin Board Policy**

### **Purpose:**

The Franklin Public Library provides a community bulletin board to display information pertinent to the Franklin community.

Postings will be limited to educational, cultural and recreational events from a local municipal body or local business or local non-profit organization.

All materials shall contain only a description of the event or activity, the date, the time and place, and the name and contact information of the sponsoring body or organization.

### **Guidelines:**

- All notices submitted for posting are subject to review and approval of the Library Director or designee.
- Preference will be given to posting 8 1/2" x 11" or smaller, to allow space for as many postings as possible.
- Materials accepted for posting shall be displayed for a time not to exceed 10 days prior to a specific event.
- Library related information or publicity for library-sponsored events will be given priority for postings should space be limited.
- All materials posted become the property of the Library.
- Only one posting per group, individual, or event at any given time.
- Inclusion on the bulletin board does not imply endorsement by the Library.

Approved, September 24, 2018